Manpower Information System Support Office 16-17 (MISSO 16/17) KANSAS CITY, MO

MISSION

Assist reporting unit Commanders in the following:

- **Accurate and timely reporting**
- **Problem resolution (System/Reporting)**
- **Quality control**
- **Retrieval of Marine Corps Total Force System (MCTFS) manpower, personnel, and pay information in garrison or while deployed.**

Role

- **Extension of CMC Manpower Information (MI)**

- **Link between Reporting Unit & MCTFS**

- **Assist in the following:**
  - **Unit Diary Software Updates/SCRs/PTRs**
  - **Marine on Line (MOL)**
  - **Web Orders Access**
  - **ODSE Access**
  - **MCEAS Access**
  - **EDA Access**
  - **MCTFS**

MISSO Locations

MISSO – 2 (Camp Lejeune, NC)

MISSO – 3 (Camp Pendleton, CA)

MISSO – 6 (Honolulu, HI)

MISSO – 9 (Quantico, VA)

MISSO – 11 (Camp Leatherneck, Afghanistan)

MISSO – 16/17 (Kansas City, MO)

MISSO - 27 (Okinawa, Japan)

Unit Support

- **Support over 420 RUC's.**
- **Attempt 60 “site visits” not “Inspections” per Fiscal Year.**
- **Provide training & classes at units & Workshops.**
- **PowerPoint classes on website unique to Reserve Unit Diary Reporting.**

Unit Support

- **Daily Phone calls & Problem Ticket Website Management.**
- **Desktop to Desktop Assistance Via Net Meeting.**
- **Future training conducted utilizing Defense Connect On-line (DCO).**

Impromptu Transition

Proper Terms

ODSE: Database representing all the data in MCTFS located in Kansas City and St. Louis

Impromptu: **PC** based application currently used for building customizable reports (.imr)

ReportNet: **WEB** based application that will be used for building customizable reports (no .imr)

Impromptu Transition

MarAdmin 254-11 (Windows 7)

1) Impromptu (PC-Based) does not work on, can not be installed on, and is not certified for Windows 7.

2) NMCI has begun upgrading the enterprise to Windows 7. Anticipated completion Early 2013

- Tech refresh
- RADIA push

Impromptu Transition

COA

REPORTNET IS THE WAY AHEAD……..

- **System Interface Agreements will allow the continued pull of data to support IPAC/G-1/MARFOR… systems.**
- **ReportNet access with appropriate scope (to include unlimited for IPAC, MCAAT…).**
- **Each MISSO will begin training to ReportNet.**

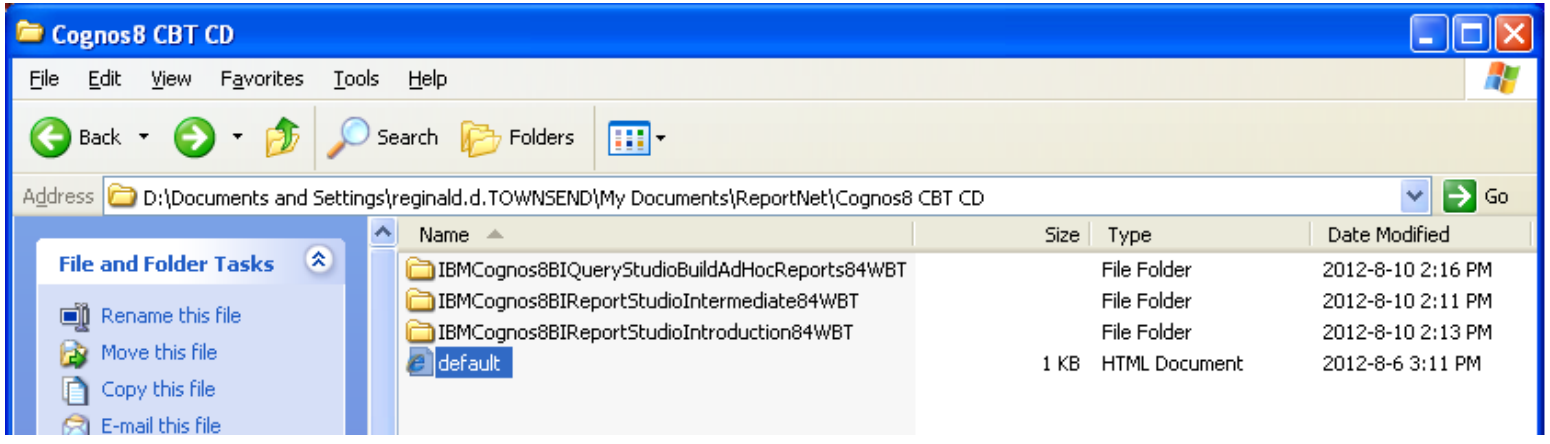
Ordering Report Studio CBT(s)

1. **Order Computer Based Training (CBT) CD**

   https://www.mcendw.marcorsyscom.usmc.mil/SHOPPINGCART/

   -Report Studio Introduction
   -Report Studio Intermediate
   -Query Studio Build AdHoc Reports

2. **Download files to any subfolder for quick reference/access.**

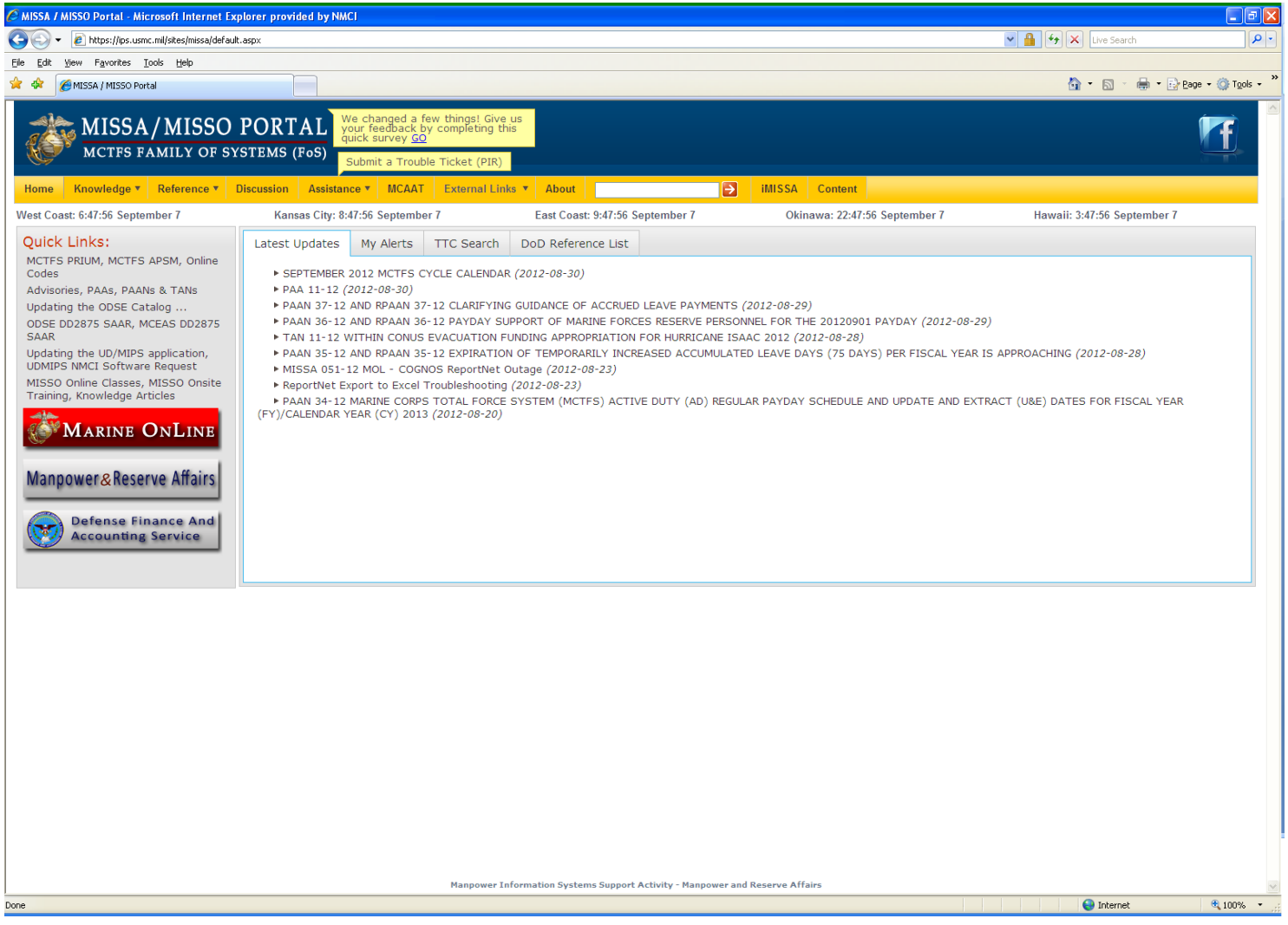

Cognos8 CBT CD
File Edit View Favorites Tools Help
Back Search Folders
Address D:\Documents and Settings\reginald.d.TOWNSEND\My Documents\ReportNet\Cognos8 CBT CD
Go
File and Folder Tasks
Rename this file
Move this file
Copy this file
E-mail this file
Name Size Type Date Modified
IBMCognos8BIQueryStudioBuildAdHocReports84WBT File Folder 2012-8-10 2:16 PM
IBMCognos8BIReportStudioIntermediate84WBT File Folder 2012-8-10 2:11 PM
IBMCognos8BIReportStudioIntroduction84WBT File Folder 2012-8-10 2:13 PM
default 1 KB HTML Document 2012-8-6 3:11 PM

Ordering Report Studio CBT(s)

3. Double-Click the "default" HTML Document internet icon to open the Cognos BI Training.

4. Launch a course.

MISSA/MISSO PORTAL ACCESS


MISSA / MISSO Portal - Microsoft Internet Explorer provided by NMCI
https://ips.usmc.mil/sites/missa/default.aspx
File Edit View Favorites Tools Help
MISSA / MISSO Portal
MISSA/MISSO PORTAL
MCTFS FAMILY OF SYSTEMS (FoS)
We changed a few things! Give us your feedback by completing this quick survey GO
Submit a Trouble Ticket (PIR)
Home Knowledge Reference Discussion Assistance MCAAT External Links About iMISSA Content
West Coast: 6:47:56 September 7
Kansas City: 8:47:56 September 7
East Coast: 9:47:56 September 7
Okinawa: 22:47:56 September 7
Hawaii: 3:47:56 September 7
Quick Links:
MCTFS PRIUM, MCTFS APSM, Online Codes
Advisories, PAAs, PAANs & TANs
Updating the ODSE Catalog ...
ODSE DD2875 SAAR, MCEAS DD2875 SAAR
Updating the UD/MIPS application, UDMIPS NMCI Software Request
MISSO Online Classes, MISSO Onsite Training, Knowledge Articles
MARINE ONLINE
Manpower & Reserve Affairs
Defense Finance And Accounting Service
Latest Updates
My Alerts
TTC Search
DoD Reference List
SEPTEMBER 2012 MCTFS CYCLE CALENDAR (2012-08-30)
PAA 11-12 (2012-08-30)
PAAN 37-12 AND RPAAN 37-12 CLARIFYING GUIDANCE OF ACCRUED LEAVE PAYMENTS (2012-08-29)
PAAN 36-12 AND RPAAN 36-12 PAYDAY SUPPORT OF MARINE FORCES RESERVE PERSONNEL FOR THE 20120901 PAYDAY (2012-08-29)
TAN 11-12 WITHIN CONUS EVACUATION FUNDING APPROPRIATION FOR HURRICANE ISAAC 2012 (2012-08-28)
PAAN 35-12 AND RPAAN 35-12 EXPIRATION OF TEMPORARILY INCREASED ACCUMULATED LEAVE DAYS (75 DAYS) PER FISCAL YEAR IS APPROACHING (2012-08-28)
MISSA 051-12 MOL - COGNOS ReportNet Outage (2012-08-23)
ReportNet Export to Excel Troubleshooting (2012-08-23)
PAAN 34-12 MARINE CORPS TOTAL FORCE SYSTEM (MCTFS) ACTIVE DUTY (AD) REGULAR PAYDAY SCHEDULE AND UPDATE AND EXTRACT (U&E) DATES FOR FISCAL YEAR (FY)/CALENDAR YEAR (CY) 2013 (2012-08-20)
Manpower Information Systems Support Activity - Manpower and Reserve Affairs
Done
Internet
100%

MISSA/MISSO PORTAL ACCESS

- **MISSA/MISSO has transitioned to the MCEITS SharePoint portal.**
- **Users must have a MCEITS SharePoint account to access MISSA/MISSO portal.**
- **Users must “register” with their servicing MISSO in order to receive JURIS specific advisories and to submit PIR for assistance.**
- **If you do not have access to MCEITS, you can request it at:**
  http://www.mceits.usmc.mil/ProductsServices/iPS/RequestAccount.aspx

Submitting Trouble Tickets (PIR)

- **Attach supporting documentation.**
- **Give sufficient detail as to the nature of the issues/problem and corrective action desired.**
- **Each ticket assigned a specific number.**
- **Goal is 48 hour processing time.**

Submitting Problem Tickets

- **Units receive E-mails once ticket is assigned or closed.**
- **View status and notes for comments from MISSO of tickets submitted.**
- **Ensure to have PIR ticket number available when contacting MISSO office regarding an open/closed ticket .**
- **Those members <u>not</u> on the NMCI network can submit PIRs through our OMB:**

MISSO-16-17@usmc.mil

Personnel/Point of Contact Inf

Officer In Charge: CWO3 Reginald Townsend
SNCOIC: MSgt Clinton J. Eads
Operations Chief: SSgt Bilyeu
Team Leaders: SSgt Alvarez
Analysts: Sgt Da Grava, Sgt Schuhler, Sgt Amorim, Sgt Abioye, Sgt Wright
Research Technicians: Paula Ladisheff & Deborah Clark

WEBSITE:
https://ips.usmc.mil/sites/missa/default.aspx

Office Address: Officer In Charge
MISSO 16/17
1500 E. Bannister Road
Kansas City, MO 64197

Office #: (816)926-5188 / 5187 / 5369 Fax: 3115 DSN: 465

Questions

?

For questions or comments contact your MISSO at https://ips.usmc.mil/sites/missa/default.aspx or misso-16-17@usmc.mil